

**CLASS TITLE: CHIEF MEDICAL OFFICER (DCYF)**

**Class Code: 02941900**

**Pay Grade: 69A**

**EO: A**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** Within the Department of Children, Youth and Families (DCYF), to perform leadership and executive duties in the planning, coordinating, initiating and implementing of a public health response to child maltreatment including direct services and child-centered, family-focused, trauma-informed and community inclusive prevention services to children and families; to support and lead efforts and strategies of the Department's operation direction, Pivot to Prevention; to serve as Chief Medical Officer/Deputy Director of DCYF; to work in concert with the Director to ensure that the state's child welfare system is robust, supportive and responsive to the needs of children and families; to provide clinical expertise for policy development relating to Medicaid and IV-E programs, and to develop and oversee interagency and community-based child maltreatment prevention programs; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general direction of the Director with wide latitude for exercising independent initiative and professional clinical judgment in developing and evaluating standards for direct care and treatment of children and families in conformity with federal/state laws and DCYF policies, procedures and regulations.

**SUPERVISION EXERCISED:** Plans, organizes, coordinates, directs, supervises and reviews the work of administrators of direct care and child protective services divisions and, with the DCYF Director, reviews the work of professional and non-professional direct care staff and other personnel engaged in community outreach and child maltreatment preventive services.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

Within the Department of Children, Youth and Families (DCYF), to perform leadership and executive duties in the planning, coordinating, initiating and implementing of a public health response to child maltreatment including direct services and child-centered, family-focused, trauma-informed and community-inclusive prevention services to children and families.

To support and lead efforts and strategies of the Department's operation direction, Pivot to Prevention.

To serve as Chief Medical Officer/Deputy Director of DCYF.

To work in concert with the Director to ensure that the state's child welfare system is robust, supportive and responsive to the needs of children and families.

To provide clinical expertise for policy development relating to Medicaid and IV-E programs, and to develop and oversee interagency and community-based child maltreatment prevention programs.

To perform responsible administrative/executive duties in planning, coordinating, directing, and managing functions of direct practice divisions including Child Protective Services, Family Services, Community Support and Community Services, and Children's Behavioral Health and Resource Families.

To provide leadership and executive oversight in planning, coordinating, implementing and directing clinical affairs for DCYF, including participation in the development of policy related to medical care for children involved with DCYF and for children's behavioral health inclusive of mental and substance use disorders and developmental disabilities.

To develop a children's behavioral health care system that is robust and responsive to the needs of children in state care.

To provide oversight and consultation around all medical and psychiatric topics including policy/protocol development.

To coordinate and communicate with physicians and other medical and behavioral health providers regarding activities within DCYF and pertaining to clients involved with DCYF.

To ensure the Department's Juvenile Corrections Division employs practices that address mental health and substance use disorders, including ensuring services are trauma-informed.

To coordinate and participate in meetings and other activities within the medical community relating to DCYF initiatives, preventative health care services, ongoing medical and psychiatric care and services.

To provide clinical support and supervision of DCYF staff including training and ongoing supervision around medical, care consultation, psychiatric topics (including use of psychotropic medications) staff support and coordination with outside providers.

To provide oversight of clinical services and access including identification of service gaps and staff needs, behavioral health assessments and matching with appropriate treatment needs.

To develop new programs with a focus on outcomes and evidence-based treatment protocols involving psychotropic medication review process and health insurance issues.

To coordinate health records involving oversight of medical documentation in DCYF records and access to health records within DCYF and, as needed, by outside providers including emergency situations.

To monitor, evaluate and review data for appropriateness and effectiveness of provider services to DCYF children and families.

To provide support for the Institutional Review Board process in the oversight of and consultation to various committees and meetings involving internal and external stakeholders as determined appropriate by the Director.

To represent the Director and DCYF at various meetings with community groups, state and federal officials, health care agencies, professional organizations, and academic institutions, and to provide executive leadership in the development of departmental policies and objectives.

To develop and disseminate a comprehensive plan for behavioral health care for children in state care.

To represent DCYF in interagency and community conversations and strategies around the role of Health Equity Zones, integrated health care, patient-center medical homes and the impact of substance use (including opioids) on children, adolescents, and families.

To facilitate access to treatment for mental health and substance use disorders for children and families.

To act in place of the Director, as assigned.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGE, SKILLS AND CAPACITIES:** A thorough knowledge of the principles, practices and techniques involved in administering a multi-faceted program of children's medical services including children's behavioral health; a thorough knowledge of the principles, practices and techniques of medical intervention, treatment and response for children and youth exposed to trauma, and the ability to apply such knowledge in the overall planning, organization, direction and coordination of a comprehensive medical approach to the care and treatment of foster youth; the ability to lead sustainable change through collaboration and professional leadership; the ability to work collaboratively with multi-disciplinary team members who are mutually accountable; the ability to organize, coordinate and manage multiple simultaneous projects with minimal oversight; the ability to inspire and motivate staff while promoting the mission and vision of the organization; knowledge in the areas of labor relations, economics, and legislation which impacts children's medical services; the ability to plan, organize and review the work of professional and non-professional child welfare staff; the ability to establish and maintain effective working relationships with superiors, subordinates, associates and various public and private agencies and organizations; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

**Education:** graduation from an accredited medical school of recognized standing and successful completion of a residency or fellowship in child and adolescent psychiatry; and

**Experience:** A minimum of five (5) years of experience in child and adolescent medical and psychiatric medical care including management and treatment of children, and youth exposed to trauma.

**SPECIAL REQUIREMENTS:**

1. Must possess and maintain unencumbered licensure to practice medicine in the State of Rhode Island as required by Rhode Island law and regulations and must maintain such requirements as a condition of employment.
2. Must be board certified or board eligible in the specialty of Child and Adolescent Psychiatry.

Class Created: February 17, 2019